

Professional and Managerial Branch  
Engineering Group  
Engineering Associate Series

**ENVIRONMENTAL ENGINEERING ASSOCIATE I \***

06/98 (TLW)

*Summary*

Under immediate supervision, perform engineering work to assure conformance with federal, state and municipal legislation and regulations regarding environmental control.

*Typical Duties*

Inspect City property for compliance with environmental protection objectives. Involves: gathering and correlating basic engineering data to evaluate work products, methods and procedures; entering information into database and preparing technical reports based upon analysis of environmental factors; planning, designing and installing specific components and equipment relating to environmental control.

Assist in planning and implementing hazardous control programs. Involves: determining appropriate handling and storage techniques and procedures for reporting of spills; estimating and evaluating spills and the cost of clean-up; participating in remediation projects by ensuring corrective measures are effective, maintaining records of environmental compliance.

Perform other professional duties as required. Involves: working with representatives of regulatory agencies, contractors, or other City staff on the continuous improvement of programs and services; substituting, if assigned, for immediate supervisor during temporary absences by performing delegated duties sufficient to maintain continuity of services and similarly substituting for coworkers; directing the work of subordinate personnel as assigned.

*Minimum Qualifications:*

Training and Experience: Graduation from an accredited college or university with a Bachelor's Degree in Environmental, Civil or Industrial Engineering.

Knowledge, Abilities and Skills: Good knowledge of: principles of environmental engineering; techniques of investigating, monitoring and enforcing environmental quality rules and regulations. Some knowledge of: general public works functions and organizations.

Ability to: conduct field investigations; collect data from land use projects to ascertain pollution and contamination impact; interpret and explain City environmental policies and procedures; plan and organize research studies and make recommendations for improvement; express oneself clearly and concisely both orally and in writing; establish and maintain effective working relationships with fellow employees, officials and the general public; maintain records and prepare reports.

Skill in safe operation and care of: personal computer, motor vehicle, standard drafting instruments; time and distance measuring devices.

Physical Requirements: Frequently conduct inspections within an office and field environment.

Special Requirement: Respond to Public Works emergencies as necessary during non-working hours.

Licenses and Certificates: Texas Class "C" Driver's License or equivalent license issued by another state.

- The title of Environmental Engineer I can be used provided registration as a Professional Engineer in the State of Texas has been obtained.

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Director of Personnel

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Department Head